

STATE OF INDIANA

DEPARTMENT OF LOCAL GOVERNMENT FINANCE



INDIANA GOVERNMENT CENTER NORTH
100 NORTH SENATE AVENUE N1058
INDIANAPOLIS, IN 46204
PHONE (317) 232-3773
FAX (317) 232-8779

SCHOOL BUDGET INFORMATION FOR REVIEW PURPOSES

***Please file this completed form and the requested information with your Hearing Officer before or at your annual budget hearing.**

SCHOOL NAME:	_____	COUNTY:	_____
CONTACT PERSON:	_____	TITLE:	_____
TELEPHONE:	_____	FAX:	_____
MAILING ADDRESS:	_____	EMAIL:	_____

- I. Excessive levy appeals – must be filed directly with the Indianapolis office of the Department of Local Government Finance, as well as filing one copy with the Auditor.
- ☐ New Facility
 - ☐ Shortfall
 - ☐ Emergency Financial Relief
 - ☐ Transportation
 - ☐ Transfer Tuition
 - ☐ Referendum
- II. Forms
- ☐ Prescribed Budget Forms 1, 1s, 2, 3, 4, 5
 - ☐ Budget disk (if applicable)
 - ☐ Line 2 Worksheet (with copies of reduction resolution if applicable)
 - ☐ Encumbrance information from 2002 (Form 9 July – Dec. 2003)
 - ☐ Debt Service Worksheet w/amortization schedules, copies of leases & lease rental affidavits
 - ☐ DLGF order if the school entered into a new debt during 2004
 - ☐ DOE Form 30A
 - ☐ DOE Form 30B
 - ☐ DLGF 2005 Budget Data Input Sheet (Blank form is included in School Workshop packet)
 - ☐ DOE Form 9 for July-Dec 2003, and Jan – June 2004
- III. Additional information required
- ☐ Most recent DPI 54
 - ☐ 2005 CPF Plan, Certificate of No Remonstrance, and Resolution of CPF Adoption
 - ☐ 2005 Bus Replacement Plan and Resolution of Adoption
 - ☐ Proofs of Publication - Budget Hearing
 - Notice of Adoption CPF
 - CPF Hearing
 - Bus Repl. Plan Hearing
 - ☐ Certificate of Miscellaneous Revenue with updated revenue Form 2, if applicable
- IV. Was a levy excess fund set up prior to July 1 of the current year? Y N N/A
- V. Are you going to transfer money to the rainy day fund? Y N
- VI. Neutrality resolution for Pension debt, if applicable
- VII. Copy of School Board Resolution requesting fixed rate, cap, levy, combination fixed rate, etc. (if applicable)
- VIII. If you expect budget cuts, please submit a cut list by priority

